

JOB DESCRIPTION
Vacancy Ref: A3573

Job Title: Philanthropy Manager	Grade: 7
Department/College:	Division of Philanthropy, Alumni and Supporter Engagement
Directly responsible to:	Head of Philanthropy
Supervisory responsibility for:	None
Other contacts	
<p>Internal: Senior level liaison: Director of Philanthropy, Alumni and Supporter Engagement; Director of Marketing & Engagement; Head of Alumni & Friends Engagement; Dean of the Management School Other: Professional Services colleagues (notably in Student Recruitment, Admissions, Marketing, Careers, Student Based Services, Finance and Research & Enterprise); LUMS colleagues (notably in LUMS Marketing), colleges, the Students' Union and current students.</p> <p>External: Alumni, supporters and friends of Lancaster University Management School (LUMS)</p>	
Job Purpose:	
<p>To deliver on philanthropic income targets, as agreed with the Director of Philanthropy, Alumni and Supporter Engagement and the Head of Philanthropy, and in so doing, further the mission of the LUMS Investors in Excellence (IiE) Fundraising Campaign. The post-holder will be responsible for identifying, cultivating, soliciting and stewarding participation, attracting new donors and delivering repeat giving from existing supporters.</p> <p>Success is measured by the number of new philanthropic supporters signed up each Quarter, the level of engagement activity undertaken by the post-holder and how this activity contributes to achieving the strategic and operational goals of the LUMS Investors in Excellence Fundraising Campaign.</p>	
Major Duties – Key Goals:	
<ul style="list-style-type: none"> • To conduct between 600 and 800 prospect approaches/engagements a year (60-80 per month, over a 10-month year, taking into account University closures, public holidays and annual leave). • From these engagements, to secure between 200 and 300 new donors annually for the LUMS Investors in Excellence Fundraising campaign • To work with the Head of Philanthropy to further develop the LUMS Investors in Excellence fundraising campaign strategy. • Working closely with the Director of Philanthropy, Alumni and Supporter Engagement and the Head of Philanthropy, to review the progress made to fundraising goals each Quarter. This includes responsibility for achieving individual fundraising KPIs around activity and income generation. • Manage the wider engagement strategy for the LUMS Investors in Excellence fundraising campaign, including strategy meetings, marketing and PR initiatives, as a result successfully integrating the campaign into all aspects of the LUMS community, both internally and externally, in conjunction with the LUMS Marketing team. 	

About the liE:

The LUMS Investors in Excellence campaign (<https://www.lancaster.ac.uk/lums/about-us/investors-in-excellence/>) aims to enable the School to grow and develop in new and innovative ways, which would not be possible without the flexibility of philanthropic funding. Donors to the campaign help the School to develop its academic mission, and the support it offers to its students, now and in the future. Their assistance provides new opportunities to help keep LUMS at the forefront of management education, ensures that current students can benefit from the same internationally renowned education as enjoyed by previous generations, and allows LUMS to build upon its achievements of the past 50 years. The aim of the liE is to provide significant philanthropic support for students, researchers and the LUMS estate by inspiring 10% of the School's 40,000+ alumni worldwide to become Philanthropic Investors in Excellence. This will be a major achievement by our alumni community and will mean increasing support levels from a base line of less than 0.5% to the target participation rate by 2026.

About LUMS:

Since the early 1960s Lancaster University Management School has been a place of cutting-edge academia, where world-leading research is applied to real world problems, underpinning gold-standard teaching and positively impacting the success of individuals and businesses.

Whilst rankings only tell part of the story, our degrees nonetheless perform strongly across a broad range of different business school rankings. We are highly regarded by the Financial Times, Forbes, The Economist and more. Our high student satisfaction and excellent reputation for research, demonstrates the quality of our offering, and the value for money offered by our programmes. Through this new role we look to translate this record of achievement into a tangible philanthropic income stream that will help LUMS continue its mission to pioneer and improve lives.